

**AGENDA**

**MEETING OF THE MAYOR AND ALDERMEN**

**OCTOBER 30, 2014**

1. Approval of the summary/final minutes for the City Manager's briefing of October 16, 2014.
2. Approval of the summary/final minutes for the City Council meeting of October 16, 2014.
3. An appearance by Doug Andrews, Veterans Council of Chatham County Chair, accompanied by newly installed Veteran of the Year Frank Mullis and Parade Marshal Karl Holmen, to request a permit for the Veteran's Day Parade on Tuesday, November 11, 2014.
4. Recognition of the United States Coast Guard, especially Air Station Savannah at Hunter Army Airfield, the Marine Safety Unit in downtown Savannah, and Station Tybee, for the recent rescue of passengers and crew from a stranded casino boat.
5. Recognition of St. Joseph's/Candler Health System, Wells Fargo Bank, and CHSA, Inc. officials who are contributing funds to the Savannah Affordable Housing Fund to create the St. Joseph's/Candler Pilot Home Ownership Program. This employer assisted home purchase benefit program for low and moderate income St. Joseph's/Candler Health System employees will be administered by the City's Housing Department.

**ALCOHOLIC BEVERAGE LICENSE HEARINGS**

6. Toshiya Hirata for Season's Café, requesting to transfer a beer and wine (drink) license with Sunday sales from Don Lee at 10 Barnard Street. This location is between W. Bay Street and W. Bryan Street in District 1. The applicant plans to continue to operate as a full service restaurant. (New management/existing business) Recommend approval.
7. Greg David Barker, Jr. for Hops & Barley, requesting a beer (package) license at 412 Martin Luther King, Jr. Boulevard. This location is between W. Jones Street and W. Taylor Street in District 2. The applicant plans to operate as a package store. (New management/new request) Recommend approval.

8. Mary Ruth White for Kimpton Hotel & Restaurant Group, LLC t/a The Brice, requesting to transfer a beer, wine and liquor (drink) license with Sunday Sales from Katherine Brown at 601 E Bay Street. This location is between Houston Street and East Broad Street in District 2. The applicant plans to continue to operate as a hotel. (New management/existing business) Recommend approval.
9. Cherrelle Danielle Davis for Insite Savannah One, LLC t/a B Historic Savannah (formally known as Country Inn & Suites), requesting a beer, wine and liquor (drink) license with Sunday sales at 320 Montgomery Street. This location is between W. Harris Street and W. Charlton Street in District 2. The applicant plans to operate as a hotel. (Existing business/new request). Recommend approval.
10. Mayur Patel for Ganesh Food Mart, requesting to transfer a beer and wine (package) license from Mitul Patel at 3014 Skidaway Road. This location is between E. 48<sup>th</sup> Street and E. Victory Drive in District 3. The applicant plans to continue to operate as a convenience store. (New management/existing business) Recommend approval.

### **PUBLIC HEARINGS**

11. 2015 Housing and Community Development One-Year Action Plan. This is the second public hearing to receive comments concerning the City's 2015 Housing and Community Development One-Year Action Plan for the allocation of Community Development Block Grant (CDBG), HOME, and Emergency Solutions Grant (ESG) funds. The plan is based on U.S. Department of Housing and Urban Development (HUD) program requirements, Council priorities, public input and stated objectives as identified in the City's 2013-2017 Housing and Community Development Plan. (A related resolution appears elsewhere on the agenda.)

### **ZONING HEARINGS**

12. Metropolitan Planning Commission (MPC File No. 14-003621-ZA), recommending a text amendment to the City of Savannah Zoning Ordinance to establish short-term residential rental as a land use in the zoning ordinance, to include a definition, zoning districts where permitted, use conditions and parking standards as follows:

- Short-term Residential Rental is defined as an accommodation for transient guests where, in exchange for compensation, a residential dwelling is rented for lodging for a period of time not to exceed 30 consecutive days. Such use may or may not include an on-site manager. For the purposes of this definition, a residential dwelling shall include all housing types and shall not include group living or other lodging uses. Transient Guest is defined as a person who resides at a place other than his usual place of residence for no more than 30 consecutive days in exchange for compensation.
- The zoning districts where the use is permitted are RIP, RIP-A, RIP-A-1, RIP-B, RIP-B-1, RIP-C, RIP-D, I-P and R-D; B-H, B-C, BC-1, B-G, B-B, R-B-C and RB-C-1; Victorian Planned Neighborhood Conservation District 1-R, 2-R and 3-R with Zoning Board of Appeals approval, and 1-B, 2-B and 3-B; and Mid-City District TN-2 interior lot and corner lot, TC-1 and TC-2.
- The use conditions are a) the number of occupants shall not exceed two (2) adults per bedroom plus two (2) adults for each dwelling, subject to the verification of building code compliance by the Zoning Administrator; and b) there shall be no change in the exterior appearance of the dwelling and premises, or other visible evidence of the conduct of a short term residential rental.
- The minimum space requirements for off-street parking areas for a studio up to three (3) bedrooms shall be the requirement for the type of dwelling unit; and for four (4) or more bedrooms shall be the requirement for the type of dwelling unit plus one space for each additional two (2) bedrooms.

Establishing Short-term Residential Rental as a distinct use within the Zoning Ordinance will eliminate some of the past confusion and allow for improved oversight. (The hearing was continued from September 18, 2014.) (Please see letter of support attached.) Recommend approval with the name of the use changed to Short-term Vacation Rental and the removal of Mid-City District TN-2 interior lot and corner lot from the zoning districts where the use is permitted.

### **PETITIONS**

13. Penelope Johnson – Petition 140202, requesting to purchase a portion of City-owned right-of-way located along Wayne Street at the rear access to her property located at 417 E. Taylor Street. The petitioner seeks to acquire this property for the purpose of establishing private parking. Said parcel would have a frontage of 22 feet on Wayne Street and a depth northwardly of 20 feet for a total of 440 square feet.

The petition references the sale of a similar parking space across the street that was approved by Council in 1991; nearly 23 years ago. On November 30, 2000, a petition by a resident to buy two City parking spaces behind her home in the 400 block of E. Charlton Street was denied by Council. The City worked with the resident and resolved her parking problem by installing parking meters behind her home.

Investigation reveals utilities in the vicinity and residents place garbage carts in this area for access by the Sanitation Bureau. In addition, Wayne Street is improved and actively used as part of the City's network of streets. The east end of the block has curb and is posted for no-parking during street sweeping hours. The rest of the block, including behind the petitioner's property, does not have a curb and is used for perpendicular parking.

According to the City Mobility and Parking Services Department, the spaces are currently used by the general public and the sale of these spaces would create a hardship for the neighborhood. Residents have access to parking spaces located in the front of their homes on Taylor Street in addition to the on-street parking in the back of the property on Wayne Street. The Mobility and Parking Services Department recommends installing meters or designating the area as a "no parking" area.

Staff recommends denial of the petitioner's request to purchase part of the Wayne Street right-of-way to create a private parking space. (Photos are attached.) Recommend denial.

14. Jeff Cramer of Diversified Designs (Architect and Applicant), representing Tattnall Partners, LLC (Property Owner) – Petition 140283, requesting that the City allow encroachment within the E. Congress Street and Price Street right-of-ways for the construction of a two-story, wrap-around style porch associated with the construction of a new residence. The property is addressed as 505 E. Congress Street; located more specifically on the southeast corner of the Congress Street and Price Street intersection. The two-story porch, as designed, extends the Congress Street façade of the residence, wraps the corner, and extends the length of the building's Price Street façade and in both cases, extends over the property line 4'-0". According to the petitioner's plans, 4'-1" of passable sidewalk will remain on Congress Street, and 4'-9 ¼" of passable sidewalk will remain on Price Street. The plans have received approval from the Historic District Board of Review for design compatibility.

This request has been reviewed by Real Property Services, Public Works and Water Resources, and Development Services with no objections offered. Approval is subject to the property owner: 1) entering into the City's standard Revocable License Encroachment Agreement, 2) obtaining all applicable building permits, and 3) agreeing to coordinate with Georgia Power to relocate a power pole currently located on the corner of Price Street and Congress Street at no cost to the City.

Recommend approval to allow encroachment within the E. Congress Street and Price Street rights-of-way for the construction of a two-story, wrap-around style porch associated with the construction of a new residence, as requested by Jeff Cramer through Petition 140283, subject to the conditions noted. (Photos and a drawing are attached.) Recommend approval with conditions.

15. Guy Lupica of Johnson Matthey Process Technologies, Inc. – Petition 140367, requesting that the City allow encroachment within the Bourne Boulevard and Gignilliat Circle rights-of-way for the installation of underground fiber and related conduit lines. The company has expanded their existing facility located at 115 Eli Whitney Boulevard to include a new property located at 214 Bourne Boulevard. The request for encroachment is in direct relation to connecting the two company sites for data transfer.

The submitted plan displays (2) separate lines, both being run from the existing site to 214 Bourne Boulevard. The first line being 1469 feet will run from the company's main building to 214 Bourne Boulevard crossing under the Bourne Boulevard right-of-way. The second line being 1217 feet will run from the maintenance building (on the company's main lot) to 214 Bourne Boulevard crossing under the Bourne Boulevard right-of-way and again crossing under the Gignilliat Circle right-of-way. The petitioner indicates that the fiber and conduit lines will be run underground through boring. The conduit is 2" in diameter.

This request has been reviewed by Real Property Services, Public Works and Water Resources, and Development Services. Approval is recommended subject to the following conditions of the petitioner:

- Entering into the City's standard Revocable License Encroachment Agreement
- Obtaining all applicable building permits
- The petitioner must submit to the Water and Sewer Planning and Engineering Department a plan showing the location and method of installation prior to any construction within the City's rights-of-ways.
- Providing "As-built" information to the City upon completion

Recommend approval to allow encroachment within the Bourne Boulevard and Gignilliat Circle right-of-ways for the installation of underground fiber and conduit lines as requested by Johnson Matthey Process Technologies, Inc. through Petition 140367, subject to the conditions noted. (An aerial map is attached.) Recommend approval with conditions.

16. Jennifer Mafera of the Law Office of Hunter Maclean – Petition 140287, requesting the City abandon a 20' utility easement located within Lot 16 at the North/East corner of Cohen and Selma Streets. The petitioner represents a Campus Works Development, LLC (Developer) who plans to work with the City's Public Works Department to remove and relocate any existing utilities located in the utility easement to new locations within the existing rights-of-way. The Developer plans to purchase the property for development as high-end student apartment housing facilities, and the proposed utility relocation work will be performed at the Developer's sole expense. Following the completion of the relocation of the utility lines, the petitioner requests the City abandon the current easement.

This request has been reviewed by Real Property Services, Public Works and Water Resources, and Development Services. Staff recommends approval subject to the petitioner satisfying the following conditions:

- Entering into the City's standard Revocable License Encroachment Agreement
- Submitting engineering plans and surveys to the City showing all existing utilities within the requested 20' easement and a relocation plan of said utilities.
- All work associated with the relocations of utilities shall be at no cost to the City.
- All relocated utilities shall be placed within public rights-of-way or dedicated easements to be obtained at no cost to the City.
- After the project is completed, a new plat will need to be submitted and approved by the City Engineer. The new plat will need to show the abandoned easement and the new utility locations
- Obtaining all applicable building permits.

Recommend approval to abandon a 20' utility easement located within the proposed project site located on Selma Street as requested by Hunter Maclean through Petition 140287, subject to the conditions noted. (A boundary plat is attached.) Recommend approval with conditions.

## **ORDINANCES**

### **First Readings**

17. Short-Term Residential Rental (MPC File No. 14-003621-ZA). An ordinance to establish short-term residential rental as a land use in the zoning ordinance, to include a definition, zoning districts where permitted, use conditions and parking standards by amending the following sections of the City of Savannah Zoning Ordinance:

Article B (Zoning Districts)

- Sec. 8-3002 (Definitions);
- Sec. 8-3025(a) (Provisions Regarding Uses in the C Districts and R Districts);
- Sec. 8-3025(b) (Provisions Regarding Uses in the B Districts and I Districts)
- Sec. 8-3028(9) (Victorian Planned Neighborhood Conservation District, Permitted Uses)
- Sec. 8-3046(b)(1)(d) (Planned Unit Development-Mixed Use)

Article B (Zoning Districts)

- Sec. 8-3002 (Definitions);
- Sec. 8-3025(a) (Provisions Regarding Uses in the C Districts and R Districts);
- Sec. 8-3025(b) (Provisions Regarding Uses in the B Districts and I Districts)
- Sec. 8-3028(9) (Victorian Planned Neighborhood Conservation District, Permitted Uses)
- Sec. 8-3046(b)(1)(d) (Planned Unit Development-Mixed Use)

Article K (Mid-City District)

- Sec. 8-3216(2)(a), Traditional Commercial Districts, Principal Uses

Article D (Off-street Parking and Service Requirements)

- Sec. 8-3089(1)c., Minimum space requirements for off-street parking areas

This item was originally on the September 18, 2014 agenda. The recommendation for item 12, the related zoning hearing on today's agenda, is for approval with the name of the use changed to Short-term Vacation Rental and the removal of Mid-City District TN-2 interior lot and corner lot from the zoning districts where the use is permitted.

18. Short-Term Vacation Rentals Regulatory Ordinance. An ordinance to regulate short-term vacation rentals through a certificate process including the procedure to obtain business approval, payment of taxes and violations. This regulatory ordinance complements the short-term vacation rentals zoning text amendments (MPC File No. 14-003621-ZA). (The ordinance is attached.)

### **First and Second Readings**

19. Removal of Parking on Way Street. An ordinance to amend the City's Code to prohibit parking on the west side of Way Street from Randolph Street to its dead end for a distance of approximately 150 feet. (The Traffic Engineering Report was approved on October 16, 2014.) Recommend approval.

### **RESOLUTIONS**

20. St. Joseph's/Candler Pilot Home Ownership Program. A resolution to authorize the City Manager to enter into a Memorandum of Understanding with St. Joseph's/Candler Health System (SJ/C) to implement the St. Joseph's/Candler Pilot Home Ownership Program in partnership with the City of Savannah. Under this program St. Joseph's/Candler Health System will contribute \$45,000 to the City's Savannah Affordable Housing Fund (SAHF) at a rate of \$15,000 per year for three years beginning in 2014. These funds will be used to make down payment and closing cost assistance available to qualified low and moderate income SJ/C employees who are 1) first time home buyers, 2) interested in purchasing a house in Savannah, and 3) interested in living closer to work and/or to public transportation that facilitates easy and cost effective travel to/from work. The City's Housing Department will administer the program in partnership with SJ/C and CHSA, Inc. officials and, where possible, link program participants to other funding opportunities and lending institutions. The program will be linked, where possible, to neighborhood stabilization efforts being implemented by the City of Savannah and its partners. Program officials hope this partnership will serve as a model for other interested area employers. Recommend approval.
21. 2015 Housing and Community Development One-Year Action Plan. A resolution to authorize the City Manager to submit the City's Housing and Community Development One-Year Action Plan for 2015 to the U.S. Department of Housing and Urban Development and to enter into grant agreements with the sub-recipients. The plan is based on U.S. Department of Housing and Urban Development (HUD) program requirements, Council priorities, public input and stated objectives as identified in the City's 2013-2017 Housing and Community Development Plan. Recommend approval.

### **MISCELLANEOUS**

22. Final Plat – Godley Park, Phase 3B. Recommend approval of a major subdivision plat of Godley Park, Phase 3B being a portion of the Highlands at Godley Station located at 280 Highlands Boulevard in District 1. The subdivision is comprised of 8.582 acres creating 16 single family lots, 3.97 acres open space and 0.962 acres of private right-of-way. Recommend approval.



23. Baseball Stadium Feasibility Study and Impact Analysis. On May 15, 2014 City Council awarded a contract to CH Johnson Consulting to conduct a feasibility study and impact analysis for a baseball stadium. The study has been completed and recommendations are outlined as follows:

- ✓ Construct a multipurpose stadium at Savannah River Landings.
- ✓ Capacity 4,500 – 5,000 combination seating capacity, fixed, group, grass berm and premium/semi-premium seating.
- ✓ Field Turf allowing for year-round use of stadium for multipurpose events.

Development plans for the Canal District are currently in progress that includes recreational and multi-purpose indoor and outdoor event space. It is recommended that a baseball stadium be considered as a component of Canal District planning and recommendations as outlined by consultant be rejected.

### **BIDS, CONTRACTS AND AGREEMENTS**

24. Authorization for City Manager to Sign and Administer through Sub-Grant Recipients FY2014 Adult /Dislocated Worker and Rapid Response Grant Funds. The City of Savannah has received a “Statement of Grant Award” for Workforce Investment Act Adult Programs (\$109,760), for Workforce Investment Act Dislocated Worker Programs (\$178,901) and for Workforce Investment Act Rapid Response Program (\$16,877) from the Georgia Department of Economic Development -- Workforce Development. This is the initial grant award for PY2014 and are a part of the annual formula funds which are distributed to the 19 local workforce boards in each state each year. The period of availability for these funds is July 1, 2014 through June 30, 2016.

Pursuant to the Coastal Workforce Services (CWS) Consortium Agreement, recommend approval to authorize the City Manager to receive grant funding and enter into Grant Administration Agreements with sub-grant recipients in accordance with the City of Savannah’s procurement policies and procedures. The grant awards totaling \$305,538 will provide funding for Adult/Dislocated worker programs and Rapid Response Program within Region 12 (Bryan, Bulloch, Camden, Chatham, Effingham, Glynn, Liberty, Long, McIntosh, and Screven Counties). Recommend approval.

25. Six Months Extension of Leases for Police Training Facilities in Savannah Mall. The City currently leases three suites within the Savannah Mall for use as training facilities by the Savannah Chatham Metropolitan Police Department. A new police training facility is under construction, but the current leases expire prior to the new building completion date. The extension of the leases for six (6) months will provide time to complete the

building and transition into the new facility. Rental rates will remain the same during the extension period. The leases are for 1,605 square feet at a rental rate of \$350.00 per month; 3,400 square feet at a rental rate of \$750.00 per month; and 3,010 square feet at a rental rate of \$1,000.00 per month. Recommend approval.

26. Debris Monitoring and Oversight – Annual Contract – Event No. 2376. Recommend awarding an annual contract for debris monitoring and oversight to Witt O'Brien's. These services will be used in preparation for and following a declared emergency activation. This contract will provide a third party quality assurance mechanism to verify debris removal operations are conducted and documented in accordance with Federal Emergency Management Agency (FEMA) guidelines to maximize federal reimbursements to the City. Recommendations are based on competitive unit price comparisons. Total costs will vary due to the nature and severity of disaster events.

In the event of a declared disaster with significant debris, the City is responsible for monitoring debris removal operations, which may require over a dozen trained and experienced monitors. During a major event, our Sanitation Bureau would not have adequate staffing levels to manage debris monitoring as the City transitions into short term recovery. This contract will provide personnel that are thoroughly trained in and familiar with the FEMA Public Assistance Debris Removal and Monitoring requirements. These qualifications would include:

- Capability to estimate debris quantities accurately and objectively;
- Understanding all phases of debris management operations;
- Ability to differentiate between debris types;
- Ability to fill out load tickets properly;
- Understand site safety procedures;
- Communicate effectively and efficiently;
- Possess previous construction site experience; and,
- General knowledge pertaining to the operation of large construction machinery.

This contingent contractor will monitor all debris removal operations to ensure compliance with not only FEMA Public Assistance reimbursement requirements, but also OSHA and state and federal environmental laws. Failure on the part of the City to have these operations properly monitored could jeopardize any reimbursements from FEMA.

For quality control purposes, best practice is to contract separately for debris removal and debris monitoring.

The method of procurement used was the Request for Proposal (RFP), which evaluates criteria in addition to cost. The criteria for this RFP included qualifications on similar sized projects, emergency planning/response experience, key staff project understanding and approach, management systems/reporting systems/training manual, cost proposal, local vendor participation, and MWBE participation goals.

Proposals were originally received June 24, 2014. A Pre-Proposal Conference was conducted and four vendors attended. This proposal has been advertised, opened, and reviewed. Delivery: As Needed. Terms: Net 30 Days.

The proposers were:

B.P. Witt O'Brien's (Washington, DC) <sup>(D)</sup>  
 Leidos, Inc. <sup>(D)</sup>  
 Thompson Consulting Services <sup>(D)</sup>

Criteria:	Qualifications on Similar Projects	Emergency Planning/Response Experience	Key Staff/Project Understanding & Approach	Management & Reporting Systems/Training Manual	Cost Proposal	Local Vendor	MWBE Participation Goals	Total
Proposer	(10 pts)	(20 pts)	(10 pts)	(20 pts)	(25 pts)	(5 pts)	(10 pts)	(100 pts)
Witt O'Brien's	10.0	20.0	10.0.0	20.0	25.0	0.0	10.0	95.0
Leidos, Inc.	10.0	20.0	10.0	18.0	24.0	0.0	10.0	92.0
Thompson Consulting	10.0	20.0	10.0	18.0	23.15	0.0	10.0	91.15

Funds are available in the General Fund/FEMA Reimbursement. <sup>(D)</sup>Indicates non-local, non-minority owned business. Recommend approval.

- 26.1.** First Amendment to the Annual Operating Agreement with Coastal Heritage Society. Recommend authorization for the City Manager to execute the First Amendment to the Annual Operating Agreement between the Mayor and Aldermen of the City of Savannah and Coastal Heritage Society (CHS) in the amount of \$100,000.00. The agreement provides the City with management services for the Tricentennial Park complex, which consists of the Savannah Children's Museum, Visitor Center, Savannah History Museum, Battlefield Park and Georgia State Railroad Museum. City Council previously authorized the 2014 Annual Operating Agreement, effective January 1, 2014, in the amount of \$716,528.00. The First Amendment provides an additional \$100,000.00 to CHS to support the continued operations of Tricentennial Park through the end of the year. If the amendment is approved, funds will be transferred to Interdepartmental/Tourism and Promotion/Coastal Heritage Society (Account No.101-8124-51860). Recommend approval.

27. Meter Boxes and Lids – Annual Contract Renewal – Event No. 2668. Recommend approval to renew an annual contract to procure meter boxes and lids for commercial, residential, and agricultural use from Ferguson Waterworks, Inc. in the amount of \$19,743.06, HD Supply in the amount of \$27,588.06, and Consolidated Pipe & Supply in the amount of \$124,000.00 for a total of \$171,331.12. This bid was awarded to the lowest bidder for each category. The meter boxes and lids are maintained in inventory at the Central Warehouse and are utilized by the Water Distribution Department for new connections to the water system and to replace those that are damaged.

This is the first of two renewal options available.

Bids were originally received September 10, 2013. This bid was advertised, opened, and reviewed. Delivery: As Needed. Terms: Net-30 Days. The bidders were:

L.B.	Consolidated Pipe & Supply Co. (Garden City, GA) <sup>(D)</sup>	\$177,700.30
L.B.	Ferguson Waterworks (Pooler, GA) <sup>(D)</sup>	\$182,069.54
L.B.	HD Supply Waterworks, Ltd. (Pooler, GA) <sup>(D)</sup>	\$189,801.00

Funds are available in the 2014 Budget, Internal Service Fund/No Department/Inventory-Central Stores (Account No. 611-0000-11330) and Water Distribution/Construction Supplies & Materials (Account No. 521-2503-51340). A Pre-Bid Conference was conducted and no vendors attended. <sup>(D)</sup>Indicates non-local, non-minority owned business. Recommend approval.

28. Central Precinct Design Services – Event 2683. Recommend approval to procure architectural/engineering services from Precision Planning, Inc. in the amount of \$36,500.00. These services will be utilized by the City to obtain programming and a preliminary conceptual design related to the development of a design-build request for proposals (RFP) for the new Savannah Chatham Metropolitan Police Department (SCMPD) Central Precinct.

The reason this is a sole source is because this vendor was previously contracted to provide a master plan for the SCMPD in October 2008. The vendor was also contracted to provide a facility needs assessment and a conceptual layout for a typical precinct. This prior work with the SCMPD gives Precision Planning in-depth insight into the programming requirements for the proposed Central Precinct, and their assistance is needed to develop the technical requirements for the design-build RFP. Additionally, the vendor's initial research and prior work experience allows them to move forward by revising their initial program and concept. The inclusion of a detailed program and conceptual design is necessary to provide a well-defined scope of work for receiving thorough responses to the design-build RFP. Delivery: As Requested. Terms: Net 30 Days.

S.S. Precision Planning, Inc. (Lawrenceville, GA) <sup>(D)</sup> \$ 36,500.00

Funds are available in the 2014 Budget, Capital Improvement Fund/Capital Improvement Projects/Other Costs/Police Precincts (Account No. 311-9207-52842-PB0426). A Pre-Proposal Conference was not conducted as this is a sole source procurement. <sup>(D)</sup>Indicates non-local, non-minority owned business. Recommend approval.

29. LaRoche/DeLesseps Avenue Corridor Improvement – Contract Modification No. 1 – Event 716. Recommend approval of Contract Modification No. 1 to Thomas & Hutton Engineering in the amount of \$83,000.00. The original consulting agreement was for engineering and various design services for the LaRoche/DeLesseps Avenue Corridor Improvement project and was approved by Council on March 21, 2013. The Georgia Department of Transportation (GDOT) is funding 80% of the project through monthly reimbursements to the City.

This modification is required to provide professional services associated with the project, which were not included in the original agreement. It was not originally anticipated that the DeLesseps corridor would not have any impact on wetlands, however, GDOT later required a full ecology assessment in order to satisfy requirements upon review of the ecology worksheets. The original project scope did not include subsurface utility engineering as GDOT did not require or request this to be completed during the original scoping of the project. During the concept team meeting, the GDOT utility office requested that subsurface utility engineering be included in this project.

The method used for this procurement was the Quality Based Selection (QBS) proposal which evaluates criteria that does not include costs. Because this project is funded by federal funds, it was required that the selection to be based solely on qualifications, experience, and understanding of the project. Once the most qualified proposer was selected, negotiations between the City, GDOT, as distributor of the federal funds, and the selected proposer were conducted to arrive at the proposed contract amount of \$445,000.00.

The City was responsible for \$89,000.00, which was 20% of the original \$445,000.00 total cost. The amount of all contract modifications to date is \$83,000.00. The revised contract price, including this modification, is \$528,000.00. The total amount of this project for which the City will be responsible is \$105,600.00.

Recommend approval of Contract Modification No. 1 to Thomas & Hutton Engineering in the amount of \$83,000.00. Funds are available in the 2014 Budget, Capital Improvement Fund/Capital Improvement Projects/LaRoche DeLesseps Avenue Corridor Improvements (Account No. 311-9207-52842-TE0708). Recommend approval.

30. Water and Sewer Agreement – Hospice Savannah – Center for Living. Hospice Savannah, Inc. has requested a water and sewer agreement for Hospice Savannah – Center for Living. The water and sewer systems have adequate capacity to serve this 7-equivalent residential unit development located off Business Center Drive. The agreement is consistent with policy directives given by the Mayor and Aldermen and has been reviewed and approved by the City Attorney for legal format. Recommend approval.
31. Water and Sewer Agreement – Classical Academy Charter School. Savannah Classical Academy at St. Pius, LLC has requested a water and sewer agreement for Classical Academy Charter School. The water and sewer systems have adequate capacity to serve this 14.05-equivalent residential unit development located at Anderson Street and Atlantic Avenue. The agreement is consistent with policy directives given by the Mayor and Aldermen and has been reviewed and approved by the City Attorney for legal format. Recommend approval.

City of Savannah  
Summary of Solicitations and Responses  
For October 30, 2014 Agenda

<u>Event Number</u>	<u>Annual Contract</u>	<u>Description</u>	<u>Local Vendor Available</u>	<u>MWBE Vendor Available</u>	<u>Total Sent</u>	<u>Sent to MWBE</u>	<u>Total Received</u>	<u>Received From MWBE</u>	<u>Estimated Award Value</u>	<u>Estimated MWBE Value</u>	<u>Low Bid Vendor Type</u>	<u>MWBE Sub</u>	<u>Vendor Type</u>	<u>Local Preference Applied</u>
2376	X	Debris Monitoring And Oversight	Yes	Yes	222	26	3	0		0	D	10%	5% C 5% F	No
2668	X	Meter Boxes and Lids	Yes	Yes	96	8	4	0	\$171,331.12	0	D	0	0	No
2683		Central Precinct Design Services	No	No	1	0	1	0	\$ 36,500.00	0	D	0	0	No

Vendor(s)\*

- A. Local Minority Owned Business
- B. Local Non-Minority Owned Business
- C. Non-Local Minority Owned Business
- D. Non-Local Non-Minority Owned Business
- E. Woman Owned Business
- F. Non-Local Woman Owned Business
- G. Local Non-Profit Organization



September 26, 2014

Office of the Mayor and Aldermen  
Office of the City Manager  
City of Savannah  
2 E. Bay Street  
Savannah, GA 31401

Ref: Ordinance # 20130926-144, Short-Term Rentals

Dear Mayor, Aldermen and City Manager Cutter:

The Downtown Neighborhood Association (DNA), together with the Tourism Leadership Council (TLC) has continued to have our dialog to discuss the concerns of both organizations related to short-term residential rentals and the proposed ordinance. Please accept this letter as our mutual declaration of support for the ordinance as written.

In the spirit of partnership and compromise, the TLC and the DNA have worked together diligently for many months on this ordinance. We are eager to see it enacted without undue delay. Leaders from both organizations would like to come together with City staff for a full review of the ordinance, and its impact, six months after it has been adopted.

We look forward to this step forward for Savannah and are eager to work together and with you on any issues of concern.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Buckovich".

John Buckovich  
President  
Downtown Neighborhood Association

A handwritten signature in blue ink, appearing to read "Michael T. Owens".

Michael T. Owens  
President/CEO  
Tourism Leadership Council

Cc: Bridget Lidz, Tourism Administrator



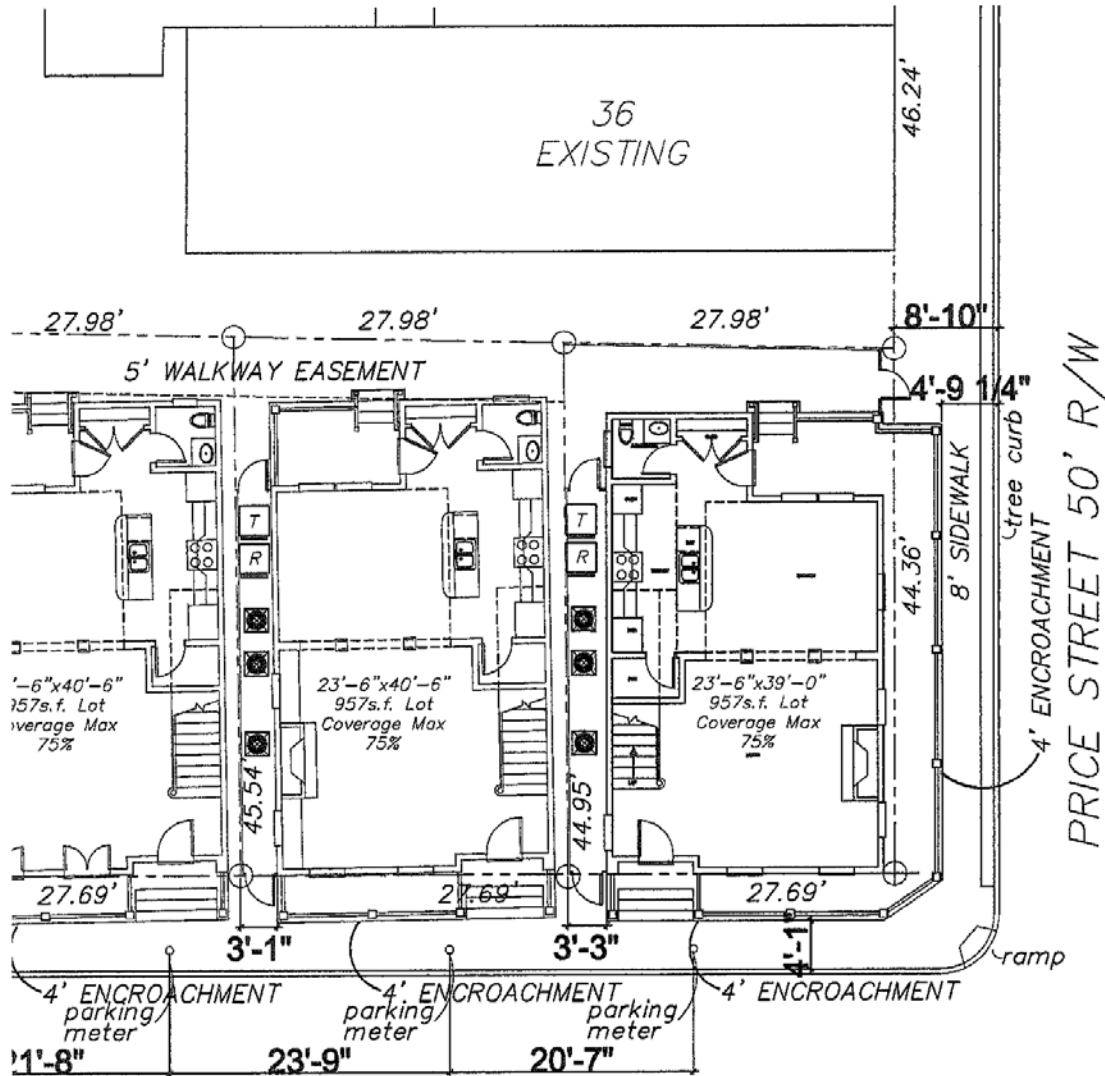
PETITION 140202 – Penelope Johnson



VIEW OF PETITION AREA ALONG WAYNE STREET



STREET SCENE: VIEW ALONG WAYNE STREET



1 PROPOSED SITE PLAN  
SCALE: 1"=10'-0"

**DIVE  
DESI**

P.O. BOX 1397,  
TYBEE ISLAND,  
EMAIL: ddesigntel  
(912)786-7945 (f  
(912)786-7944 (B

**505 CONGRESS STREET  
SAVANNAH, GA. 31401**

DRAWN BY: SR

CHECKED BY:

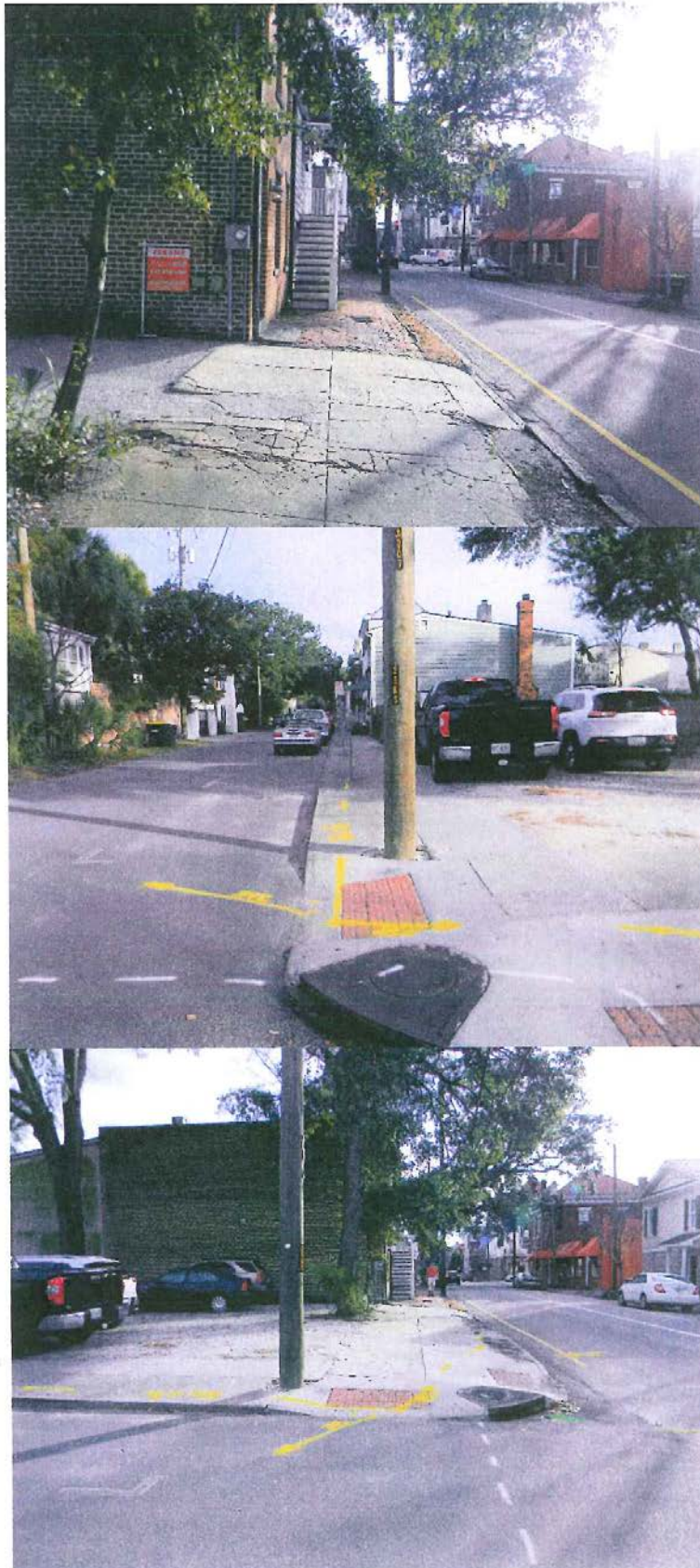
DATE: 04-23-14

SCALE: AS NOTED

PROJECT# 00\_000\_00

**PERMIT  
SET C-1**

**Petition 140283 – Jeff Cramer**

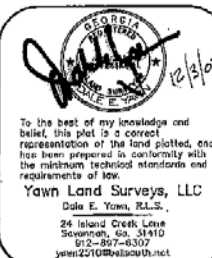




Petition 140367 - Johnson Matthey



RECEIVED FOR RECORD  
2508 JAN -9 PM 3:43  
DAVE W. HANSEY  
Sgt. 100GA



1. According to the Flood Insurance Rate Maps, as prepared by the Federal Emergency Management Agency, this property does not lie in a flood hazard area as depicted therein. (Community Panel No. 130163-0015-C. Index Date: 9/4/87, Panel Date: 9/4/87, Zone X)

2. Only aboveground, readily visible structures and utilities were located for this survey. This Surveyor makes no warranty or guarantee as to the location, existence, or non-existence of any below ground, non-visible utilities or structures.
3. The field data upon which this plot is based has a closure precision of 1 foot in 14,250 feet or an error of 0.007 percent per station, and was adjusted with the compass rule. The plot has been checked by a second person and is found to have a closure precision of 1 foot in 20,000 feet or better. A 5 second total station was used to determine the angular and linear measurements that form the basis of this plot.
4. This property served by City of Savannah police & sewer systems.

1. Plot recorded at PRD 'M', Pg. 131
2. Plot recorded at HMB 'J', Pg. 73
3. Plot recorded at PRB 36-P, Pg. 57
4. Plot recorded at PRB 14-P, Pg. 84
5. Plot recorded at PRB 10-P, Pg. 190
6. Plot recorded at PRB 10-P, Pg. 24
7. Plot of Block 4, Parcel 3, Prepared by EMC Engineering Services, Inc., dated Sept. 1989
8. City Atlas Pages 43 & 44
9. Plot of Plot of Block 4, Parcel 4, Prepared by EMC Engineering Services, Inc., dated Sept. 1989.

**Property Information:**  
**Street Address:** Selma Street  
**Current Zoning:** B-C (As per SAGIS)  
**Tax Assessor's Property Identification Number:** 2-0046-04-011  
**Total Lot Area:** 32,288 Sq.Ft.  
 0.74 Ac.

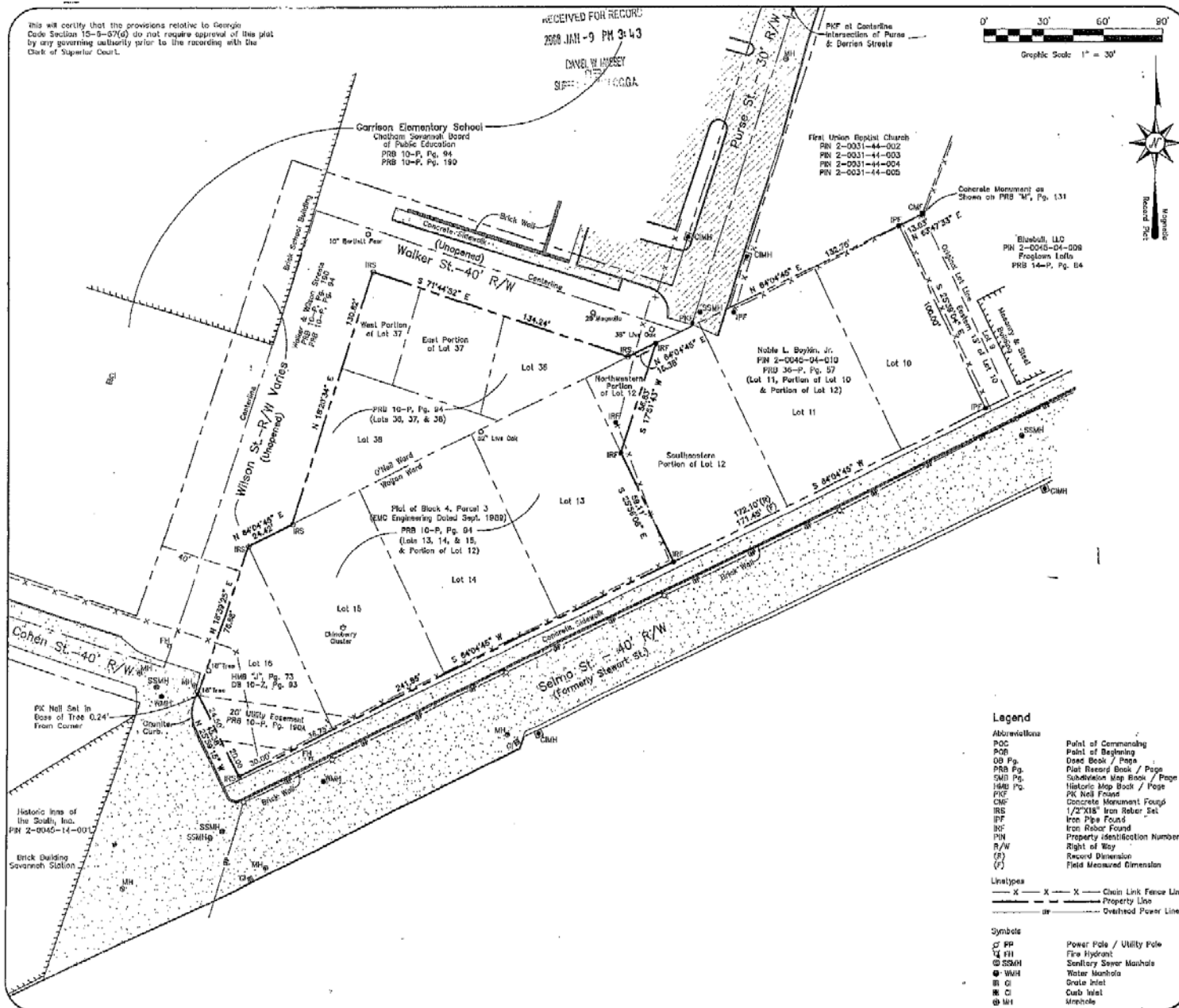
39-P  
pg 2

Plot of the Northwestern  
Portion of Lot 12, Lots  
13, 14, 15, and 16 in  
Walton Ward, and Lots 36,  
37, and 38 in O'Neil Ward

Situated in the 1st G.M.  
District, City of Savannah,  
Chatham County, Georgia

Prepared For:  
Noble L. Boykin, Jr.

Plot Date: December 3, 2007  
Field Date: November 30, 2007



Part 8 Planning and Regulation of Development  
Chapter 11. - Short-Term Vacation Rentals

Sec. 8-10009. Intent; Purpose.

It is the purpose of this Chapter to protect the public health, safety and general welfare of individuals and the community at large; to monitor and provide reasonable means for citizens to mitigate impacts created by occupancy of short-term vacation units; and to implement rationally based, reasonably tailored regulations to protect the integrity of the City's neighborhoods.

Sec. 8-10010. Definitions; General Provisions.

(a) *"Code Compliance Verification Form"* is a document executed by a short-term vacation owner certifying that the short-term vacation unit complies with applicable zoning, building, health and life safety code provisions. No person shall allow occupancy or possession of any short-term vacation rental unit if the premises is in violation of any applicable zoning, building, health or life safety code provisions.

(b) *"Short-term Vacation Rental Occupants"* means guests, tourists, lessees, vacationers or any other person who, in exchange for compensation, occupy a dwelling unit for lodging for a period of time not to exceed thirty consecutive days.

(c) *"Short-term Vacation Rental"* means an accommodation for transient guests where, in exchange for compensation, a residential dwelling unit is provided for lodging for a period of time not to exceed thirty consecutive days. Such use may or may not include an on-site manager. For the purposes of this definition, a residential dwelling shall include all housing types and shall exclude group living or other lodging uses, as defined in Division II, Code of General Ordinances, Part 8, Planning and Regulation of Development, Chapter 3, Zoning, as amended.

(d) *"Short-term Vacation Rental Agent"* means a natural person designated by the owner of a Short-term Vacation Rental on the short-term vacation rental certificate application. Such person shall be available for and responsive to contact at all times and someone who is customarily present at a location within the City for purposes of transacting business.

Sec. 8-10011. Short-term Vacation Rental Certificate.

No person shall rent, lease or otherwise exchange for compensation all or any portion of a dwelling unit as short-term vacation rental, as defined in Sec. 8-10010, without first obtaining a business tax certificate from the Revenue Director and complying with the regulations contained in this section. No certificate issued under this Chapter may be transferred or assigned or used by any person other than the one to whom it is issued, or at any location other than the one for which it is issued.

Sec. 8-10012. Application for Short-term Vacation Rental Certificate.

(a) Applicants for a short-term vacation rental certificate shall submit, on an annual basis, an application for a short-term vacation rental certificate to the Tourism Management and Ambassadorship Director of the City of Savannah. The application shall be furnished under oath on a form specified by the City Manager, accompanied by a non-refundable application fee as set forth in the City's annual Revenue Ordinance. Such application should include:

(1) The name, address, telephone and email address of the owner(s) of record of the dwelling unit for which a certificate is sought. If such owner is not a natural person, the application shall identify all partners, officers and/or directors of any such entity, including personal contact information;

(2) The address of the unit to be used as a short-term vacation rental;

(3) The name, address, telephone number and email address of the short-term vacation rental agent, which shall constitute his or her twenty-four hour contact information;

(4) The owner's sworn acknowledgement that he or she has received a copy of this section, has reviewed it and understands its requirements;

(5) The number and location of parking spaces allotted to the premises;

(6) The owner's agreement to use his or her best efforts to assure that use of the premises by short-term vacation rental occupants will not disrupt the neighborhood, and will not interfere with the rights of neighboring property owners to the quiet enjoyment of their properties; and

(7) Any other information that this Chapter requires the owner to provide to the City as part of an application for a short-term vacation rental certificate. The City Manager or his or her designee shall have the authority to obtain additional information from the applicant as necessary to achieve the objectives of this Chapter.

(b) Attached to and concurrent with submission of the application described in this section, the owner shall provide:

(1) The owner's sworn code compliance verification form;

(2) A written exemplar agreement, which shall consist of the form of document to be executed between the owner and occupant(s) and which shall contain the following provisions:

(A) The occupant(s)' agreement to abide by all of the requirements of this Chapter, any other City of Savannah ordinances, state and federal law and acknowledgement that his or her rights under the agreement may not be transferred or assigned to anyone else;

(B) The occupant(s)' acknowledgement that it shall be unlawful to allow or make any noise or sound that exceeds the limits set forth in the City's noise ordinance; and

(C) The occupant(s)' acknowledgement and agreement that violation of the agreement or this Chapter may result in immediate termination of the agreement and eviction from the short-term vacation rental unit by the owner or agent, as well as the potential liability for payments of fines levied by the City.

(3) Proof of the owner's current ownership of the short-term vacation rental unit;

(4) Proof of insurance; and

(5) A written certification from the short-term vacation agent that he or she agrees to perform the duties specified in Sec. 8-10013(b).

(c) Certificate holder shall publish a short-term vacation rental certificate number in every print, digital, or internet advertisement and any property listing in which the short-term vacation rental is advertised.

#### Sec. 8-10013. Short-term Vacation Rental Agent.

(a) The owner of a short-term vacation rental shall designate a short-term vacation rental agent on its application for a short-term vacation rental certificate. A property owner may serve as the short-term vacation rental agent. Alternatively, the owner may designate a natural person as his or her agent who is over age 18.

(b) The duties of the short-term vacation rental agent are to:

(1) Be reasonably available to handle any problems arising from use of the short-term vacation rental unit;

(2) Appear on the premises of any short-term vacation rental unit within two hours following notification from the City of issues related to the use or occupancy of the premises. This includes, but is not limited to, notification that occupants of the short-term vacation rental unit have created unreasonable noise or disturbances, engaged in disorderly conduct or committed violations of the City of Savannah Code of Ordinances or other applicable law pertaining to noise, disorderly conduct, overcrowding, consumption of alcohol or use of illegal drugs. Failure of the agent to timely appear to two or more complaints regarding violations may be grounds for



penalties as set forth in this Chapter. This is not intended to impose a duty to act as a peace officer or otherwise require the agent to place himself or herself in a perilous situation;

(3) Receive and accept service of any notice of violation related to the use or occupancy of the premises; and

(4) Monitor the short-term vacation rental unit for compliance with this Chapter.

(c) An owner may change his or her designation of a short-term vacation rental agent temporarily or permanently; however there shall only be one such agent for a property at any given time. To change the designated agent, the owner shall notify the Tourism Management and Ambassadorship Director in writing of the new agent's identity, together with all information regarding such person as required by the applicable provisions of Sec. 8-10012.

#### Sec. 8-10014. Grant or Denial of Application.

Review of an application shall be conducted in accordance with due process principles and shall be granted unless the applicant fails to meet the conditions and requirements of this Chapter, or otherwise fails to demonstrate the ability to comply with local, state or federal law. Any false statements or information provided in the application are grounds for revocation, suspension and/or imposition of penalties, including denial of future applications.

#### Sec. 8-10015. Short-term Vacation Rental Units.

(a) A legible copy of the short-term vacation rental unit certificate shall be posted within the unit and include all of the following information:

(1) The name, address, telephone number and email address of the short-term vacation rental agent:

(2) The Business Tax Certificate Number;

(3) The maximum occupancy of the unit;

(4) The maximum number of vehicles that may be parked at the unit;  
and

(b) Short-term vacation rental units must be properly maintained and regularly inspected by the owner to ensure continued compliance with applicable zoning, building, health and life safety code provisions.

Sec. 8-10016. Short-term Vacation Regulation Procedure.

(a) To ensure the continued application of the intent and purpose of this Chapter, the Tourism Management and Ambassadorship Director of the City shall notify the owner of a short-term vacation rental unit of all instances in which nuisance behavior of the rental guest or the conduct of his or her short-term vacation rental unit agent results in a citation for a code violation or other legal infraction.

(b) The Tourism Management and Ambassadorship Director shall maintain in each short-term vacation rental location file a record of all code violation charges, founded accusations and convictions occurring at or relating to a short-term vacation rental unit. When a property owner has accumulated three code violations for a particular property within a period of twelve consecutive months, the City shall revoke any pending certificates and reject all applications for the subject premises for a period of twelve consecutive months.

(c) If a short-term vacation rental unit owner has been cited and found to be in violation of any zoning, building, health or life safety code provision, the owner must demonstrate compliance with the applicable code prior to being eligible to receive a short-term vacation rental certificate.

(d) Citations for code violations and any other violation of the City Code may be heard by a Short-term Vacation Rental staff board or the Recorder's Court of Chatham County. The staff board shall be comprised of full-time city employees as appointed by the City Manager or his/her designee and shall include at least one staff member selected from Revenue, Zoning, Tourism and the Savannah-Chatham Metropolitan Police Department. The staff board will receive evidence; however, the official rules of evidence will not govern the proceeding. The staff board will issue a written finding as to each alleged infraction, specifically identifying each founded accusation, which shall constitute a violation.

(e) Violations of this Chapter are subject to the following fines, which may not be waived or reduced and which may be combined with any other legal remedy available to the City:

- (1) First violation: \$500
- (2) Second violation within the preceding 12 months: \$750
- (3) Third violation within the preceding 12 months: \$1,000

(f) A person aggrieved by the City's decision to revoke, suspend or deny a short-term vacation rental certificate may appeal the decision to the City Manager. The appeal must be filed with the City Manager's Office in writing, within thirty calendar days after the adverse action and it shall contain a concise statement of the reasons for the

appeal. Timely filing of an appeal shall stay the revocation, suspension or denial pending a decision by the City Manager.

(g) The City Manager or appointed designee shall consider the appeal within thirty days after receipt by the City Manager of a request unless otherwise agreed in writing by the City and aggrieved party. All interested parties shall have the right to be represented by counsel, to present testimony and evidence, and to cross-examine witnesses. The City Manager shall render a determination, which will constitute a final ruling on the application.

(h) Nothing in this section shall limit the City from enforcement of its code, state or federal law by any other legal remedy available to the City. Nothing in this section shall be construed to limit or supplant the power of any City inspector, deputy marshal or other duly empowered officer under the City's ordinances, rules and regulations and the authority granted under state law, as amended, to take necessary action, consistent with the law, to protect the public from property which constitutes a public nuisance or to abate a nuisance by any other lawful means of proceedings.

#### Sec. 8-10017. Taxes.

(a) Short-term vacation rental unit owners are subject to state sales tax, City taxes, including but not limited to the hotel/motel tax, and are liable for payment thereof as established by state law and the City Code. The City may seek to enforce payment of all applicable taxes to the extent provided by law, including injunctive relief.